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MONTHLY REPORT FOR THE MAP LIBRARY DIVISION
December 1958

1. During December the Reference Branch serviced 901 map requests with 15,049 maps, and 120 requests for publications, with 400 items. The total number of requests serviced in December was the lowest of any month during the year. In spite of the lower total, however, the personnel on duty still had a very high per capita number of requests to fill, since the leave taken in the Branch was higher than usual, because of viruses, colds, and the holiday season. Twenty seven members of the Department of State visited the Map Library during the month. Place Name requests totalled 101, and miscellaneous reference questions, 165. Two trips were made to Vital Storage.

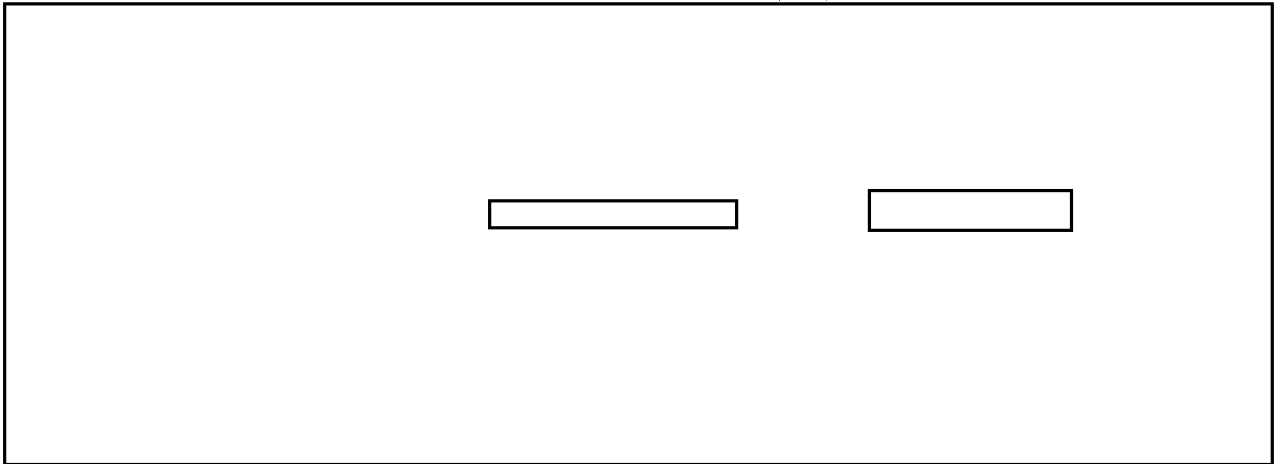
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3. Reference Branch statistics for map requests for the year 1958 show an increase over those of 1957. An approximate 5% increase in map requests in 1958 necessitated the forwarding of an approximate increase of 26% in map sheets. In addition to these increases, it was noted that some of the requests, notably those from the Department of State, have become more technical. Requests for Place Name Information, on the other hand, decreased by 438 in 1958. This decrease is the result of gazetteers and atlases having been forwarded to offices which in the past had leaned heavily on the services of the Place Name Desk. The majority of the Place Name requests which are received currently are for locations and information which are not listed in standard gazetteers and which require more extensive research and the use of other reference tools.

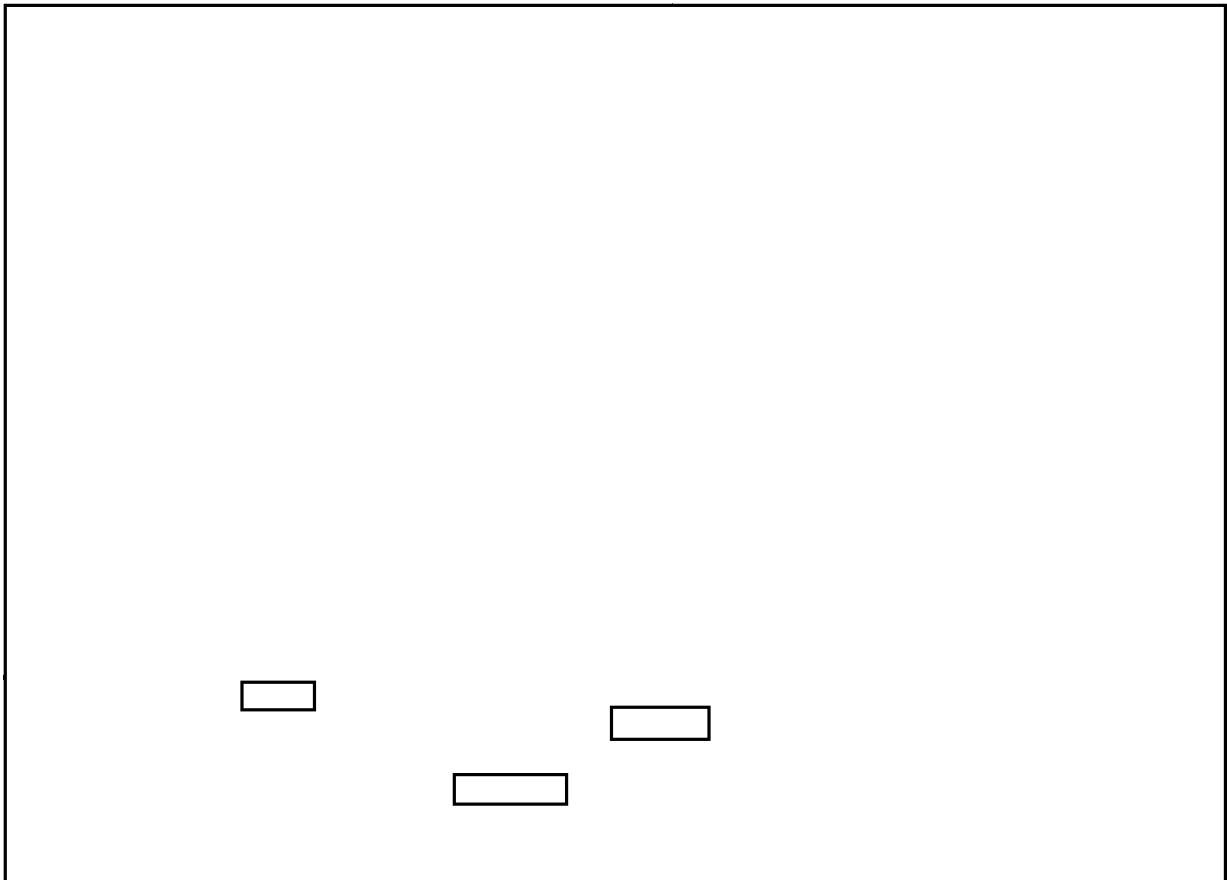
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7. A shortage of typists in the typing pool prevented the publication of the Acquisitions List on schedule. It is expected that additional typists will report for duty in the pool in January, which will alleviate the present shortage.



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